

## **APPENDIX E - LETTER FROM THE LEAD AGENCY RESPONSIBLE FOR CONSTRUCTION OF RELATED TRANSPORTATION FACILITY (RTF)**

*This letter plus Environmental Review summary documents for the RTF are required with each EEMP Application.*

**Instructions to the Lead Agency responsible for construction of the RTF:** The Environmental Enhancement and Mitigation Program (EEMP) awards up to \$7 million each fiscal year for grants to mitigate the environmental impacts of modified or new public transportation facilities. Please provide a letter describing construction of a new Transportation Facility or modification / enhancement of an existing Transportation Facility.

Send this letter on Lead Agency stationery to the Applicant for inclusion in their application package **prior to the application due date of June 30, 2014.**

Provide the following information about the RTF:

1. Describe the RTF construction or modification or planned construction or modification.
2. What is the location of the RTF?
3. When did the RTF construction or modification begin? When was it completed?
4. What type of Environmental Review (CEQA & NEPA) was required?
5. When was the Environmental Review completed?
6. Was mitigation required? If so, please list the required mitigation.
7. Have the environmental mitigation measures been started, or completed?
8. If the RTF is planned, what is the projected construction start date? Completion date?
9. What is the funding source for the RTF?

**Important: Attach a copy of the RTF Notice of Determination or Notice of Exemption and Summary Documents for Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report.**

Provide the following information about the proposed EEMP Project:

10. Name of the EEMP Project
11. Is the EEMP Project the required mitigation for the RTF? If yes, please describe how the project mitigates the impacts?
12. If Applicant is applying under Mitigation Projects Beyond the Scope of the Lead Agency (MP) Category, please provide a statement of concurrence explaining how the ability to effectuate the mitigation or enhancement measures are beyond the scope of the lead agency responsible for assessing the environmental impact of the proposed transportation improvement.
13. Is the proposed EEMP project incompatible with the RTF? If so, does it interfere with the operation or safety of the RTF? (please explain.)
14. Does the proposed EEMP project limit or interfere with planned or anticipated future improvements to the RTF? (If it interferes, please explain.)
15. Describe any concerns about the proposed EEMP project (e.g., design, safety, tree density, other.)
16. Are you aware of another EEMP project previously undertaken to mitigate the impact of this RTF? (If you have knowledge of the project, please explain.)
17. Do you have any knowledge why the Applicant wouldn't be able to complete this project?

**Please include:**

Signature of Transportation Agency Representative, Title,  
Name of Transportation Agency  
Contact information (address, phone, email)

**This letter is purely informational and does not indicate support for the proposed EEMP project. If the proposed EEMP project is on property owned by the Lead Agency, a separate letter of permission must be provided.**